

MARICOPA COUNTY STADIUM DISTRICT BOARD OF DIRECTORS MINUTE BOOK

April 16, 2003

The Board of Directors of Maricopa County Stadium District, Phoenix, Arizona convened at 9:00 a.m., April 16, 2003, in the Board of Supervisors' Auditorium, 205 W. Jefferson, Phoenix, Arizona, with the following members present: Fulton Brock, Chairman; Andy Kunasek, Vice Chairman; Don Stapley, Max W. Wilson, and Mary Rose Wilcox. Also present: Fran McCarroll, Clerk of the Board; Shirley Million, Administrative Coordinator; David Smith, County Administrative Officer; and Paul Golab, Deputy County Attorney. Votes of the Members will be recorded as follows: (aye-no-absent-abstain).

MINUTES

Motion was made by Director Kunasek, seconded by Director Wilcox, and unanimously carried (5-0) to approve the minutes of meetings held on February 5 and 19, 2003.

PERSONNEL AGENDA

There were no changes in personnel to report at this time.

ASSESS FEE FOR A DISHONORED FINANCIAL INSTRUMENT

Pursuant to A.R.S. §44-6852, motion was made by Director Kunasek, seconded by Director Wilcox, and unanimously carried (5-0) to authorize the Stadium District to assess the maker of a dishonored financial instrument the maximum statutorily authorized fee (currently \$25) plus any actual charges that may be assessed by the financial institution as a result of a dishonored instrument. (C18030198) (ADM5513)

REVISED GENERAL TRAVEL POLICY (A2313) AND RESCIND OTHER RELATED POLICIES - CONTINUED

Adopt revised policy A2313 General Travel Policy and Travel Manual for the Stadium District. And rescind the following policies as they may have been adopted or followed by the District: A2314 Travel Agency; A2315 Travel Advances; A2316 Conferences, Seminars, and Meetings; A2317 Travel – Transportation; A2318 Travel – Rented Motor Vehicles; A2319 Travel – Air Travel; A2320 Travel – Meals/Per Diem; A2321 Travel – Incidental Expenses; A2322 Travel – Lodging; A2323 Travel – Out of Country; and Federal Publication 1542 – Per Diem Rates. During the past year, the Travel Focus Group containing members from Finance, Human Resources and Materials Management revised policy A2313 - General Travel Policy (formerly known as General Travel Guidelines). The purpose of A2313 - General Travel Policy is to establish policies and procedures governing the travel activities of Maricopa County Elected Officials and employees in accordance with ARS §38-621 et seq. This policy defines the overall responsibility for travel and travel-like expenditures. One of the primary objectives of the group was to streamline the policies. Therefore, the revised policy is a compilation of the Maricopa County Travel and Travel-Related Policies. (C18030166) (ADM5510)

Clerk of the Board Fran McCarroll reported that this item has been continued to the May 7, 2003, meeting.

MEETING ADJOURNED

There being no further business to come before the Board, the meeting was adjourned.

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Fulton Brock, Chairman of the Board

ATTEST:

Fran McCarroll, Official Record Keeper